



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
14th MILITARY POLICE BRIGADE
151 Artillery Road
FORT LEONARD WOOD, MISSOURI 65473-8927

ATSJ-B

14 October 2005

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Memorandum #5: Equal Opportunity and Sexual Harassment Complaint Procedures

1. References:

- a. AR 600-20, Chapters 6, 7 and Appendix E, Army Command Policy, 13 May 2002.
- b. Fort Leonard Wood Command Policy #04-02, Equal Opportunity Complaint Procedures, 07 August 2002.
- c. Fort Leonard Wood Command Policy #05-02, Prevention of Sexual Harassment, 30 October 2002.

2. The purpose of this memorandum is to establish policy and procedures for equal opportunity and sexual harassment complaints.

3. All soldiers, civilian employees, and family members are entitled to have their grievances heard. Discriminatory behaviors or practices that undermine teamwork, mutual respect, loyalty and shared sacrifices are not tolerated within this command. We will always work to create and sustain an effective working and living environment for all.

4. If you experience discrimination based on race, color, religion, gender or national origin, I strongly encourage you to notify your chain of command immediately. If you have been sexually harassed or have witnessed sexual harassment, I encourage you to notify your chain of command immediately. Historically, the use of the chain of command, whether starting at your immediate supervisor or using a commander's open door policy, works to effectively resolve complaints. If you feel that your chain of command is part of the problem or do not desire to use your chain of command, then a variety of options are available.

5. The Brigade Equal Opportunity Advisor or the Fort Leonard Wood EO Hotline are other avenues you may pursue to file a complaint. Installation activities, such as the Military Police, Housing Referral Office, Inspector General Office, Staff Judge Advocate, Chaplain's Office, hospital, and AAFES are capable of taking a complaint and ensuring the appropriate commander receives your complaint.